University Advisory Council on Teaching Meeting
October 3, 2002 4:00 p.m.


1. Guest Speaker: Harriet King, Vice Provost. Harriet spoke about the role of teaching in the tenure and promotion process at the university level. She noted that for the past five or six years, all tenure files are now required to include a teaching portfolio, including a statement of teaching philosophy. The nature of the portfolio varies according to the school. Equating the assessment of the files to a letter-grade system, she noted that all passing files must have the equivalent of at least one "A" and one "B" in research and teaching. In most schools, to have the "A" in teaching is not as common as having it in research, but it is also not uncommon. (At Oxford, the opposite is true, while Emory College and Law School are both fairly evenly mixed in this regard). The President's Advisory Committee attempts, when reading the files, to tie the stated goals of the unit with the evidence in the file. The committee also asked about the role of student evaluations and raised the possibility of conducting longitudinal evaluations; i.e., a type of exit interview with students who have recently graduated or are about to graduate. The committee also noted that professors who work in fields that change at a more rapid pace - i.e., technology - have increased responsibility to constantly revamp and prepare for their courses than professors whose course material remains more static over time. Harriet agreed that such issues should be addressed in an accessible way in such applicant's tenure files. Darrell and Michael of the Promotion and Tenure subcommittee will consider the question of whether UACT should develop some best practices with regard to the teaching portfolio. The committee also raised the concern that faculty are trained to prioritize and value research over teaching, even from the time they are interviewed for employment here. Search committees ask about research areas to the exclusion of teaching, and thus are often subsequently unable to provide the variety of courses they would like to because of a lack of appropriate faculty to teach them. Harriet responded that there is a committee currently developing a handbook about interviewing at Emory - mainly focused on creating awareness of illegal questions, etc. - and that UACT might want to propose some guidelines for interviewing to be included in the handbook.

2. Subcommittee Reports:
   Master Teacher: They will invite Harvey Brightman from GSU to speak to their subcommittee and are looking to pilot a program in late spring/early summer - possibly a 2-day program.
   Programming: No report. Gary asked if there were any additional volunteers for this committee, but for now it appears the committee will stay as it is.
   Promotion and Tenure: No report.
   Evaluation: Carol distributed minutes from this committee's meeting, which indicated that the committee has outlined a step-by-step plan for implementing a university-wide evaluation of UACT this year.
3. **Vote on Bylaws.** The bylaws were passed by the council, although Steve wondered about the fairness of a large number of College faculty on the council. The council agreed that there was seem to be more College representatives on UACT than the bylaws indicate and determined that perhaps one way to mitigate this problem is to simply not replace one of the members from the College when their term expires.

4. **Update on "Innovations" Roundtable.** Despite some unfortunate technical difficulties, the first UACT panel of the year on "Teaching Innovations Across the University" was a resounding success, with over 70 attendees and wonderful presentations by all of the panelists. Thank you especially to Maryam for her wonderful presentation and her perseverance and grace in the face of technical obstacles, and to Kim and Walt for their moderation of the panel.

**The next meeting will be held Thursday, November 7th, at 4:00 pm in Admin Bldg. Rm. 208.**

Submitted by Kirsten Rambo.